



GAIL FARBER, Director

**COUNTY OF LOS ANGELES  
DEPARTMENT OF PUBLIC WORKS**

*"To Enrich Lives Through Effective and Caring Service"*

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IN REPLY PLEASE  
REFER TO FILE

**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

September 13, 2016

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

32 September 13, 2016

LORI GLASGOW  
EXECUTIVE OFFICER

Dear Supervisors:

**AWARD AND EXECUTE CONSULTANT SERVICES AGREEMENTS FOR AS-NEEDED  
ENVIRONMENTAL COMPLIANCE SERVICES FOR PROJECTS THROUGHOUT  
THE COUNTY OF LOS ANGELES  
(ALL SUPERVISORIAL DISTRICTS)  
(3 VOTES)**

**SUBJECT**

This action is to award and authorize the Director of Public Works or her designee to enter into and execute seven separate consultant services agreements with Aspen Environmental Group; ESA PCR, a wholly owned subsidiary of Environmental Science Associates, Inc.; Dudek; Ericsson-Grant, Inc.; Impact Sciences, Inc.; Sirius Environmental; and UltraSystems Environmental, Inc., for as-needed environmental compliance services for various County projects.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find that the proposed actions are exempt from the California Environmental Quality Act.
2. Award and authorize the Director of Public Works or her designee to execute consultant services agreements with the seven consultants for as-needed environmental compliance services for various County projects, for an initial not-to-exceed amount of \$2,500,000 individually and \$17,500,000 in aggregate, each for a 3-year term and two 1-year renewal options, each commencing upon full execution of the agreement, and extending for a 3-year period from the commencement date. The expiration of each of the consultant services agreements is subject to the following condition: When services for a given project have been authorized in writing by the County but are not completed by the consultant prior to the stated expiration date, the expiration date will be automatically extended solely to allow for the completion of the services.

3. Delegate authority to the Director of Public Works or her designee to authorize additional services and extend each of the agreements' expiration date as necessary to complete those additional services when those additional services are: (1) previously unforeseen, (2) related to a previously assigned scope of work on a given project, and (3) are necessary for the completion of that given project.

4. Delegate authority to the Director of Public Works or her designee to supplement the initial not-to-exceed amount of \$2,500,000 for each of the above-referenced seven agreements by up to 10 percent or \$75,000, whichever is less, per amendment based on workload requirements. The aggregate amount for each agreement of such amendments shall not exceed 25 percent of the original agreement amount.

5. Delegate authority to the Director of Public Works or her designee to exercise the two 1-year extension options for each agreement at the discretion of the Director of Public Works or her designee.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended actions is to retain seven consultants for as-needed environmental compliance services for various projects throughout the County. The recommended actions will enable the Department of Public Works to comply with local, State, and Federal environmental laws, rules, regulations, and permit conditions in the planning and implementation of its projects and maintenance activities.

Public Works will utilize the consultants to provide various services for projects in relation to environmental documentation, regulatory permit acquisition, permit compliance, and mitigation planning and implementation.

Each agreement is for an initial not-to-exceed amount of \$2,500,000 for each consultant for a combined total of \$17,500,000 for the seven agreements. The Director of Public Works or her designee may supplement the initial not-to-exceed amount of \$2,500,000 for each of the above-referenced seven agreements by up to 10 percent or \$75,000, whichever is less, per amendment based on workload requirements. The aggregate amount for each agreement of such amendments shall not exceed 25 percent of the original agreement amount.

The term of each as-needed consultant services agreement will be for a period of 3 years commencing on the date of full execution of the agreement. Each agreement will have two 1-year agreement extension options to be exercised at the discretion of the Director within the amounts listed above. The expiration date of each agreement is subject to the following: When services for a given project have been started, but are not completed prior to the stated expiration date. The expiration dates of such agreements will be automatically extended as necessary to allow for the completion of such services. This is to ensure that there is no loss of continuity of services for a specific project. The work authorizations in all events will be subject to the respective not-to-exceed monetary limits applicable to said agreements.

### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs the provision of Operational Effectiveness/Fiscal Sustainability (Goal 1) because the expertise and experience to perform the required services are not currently available at Public Works.

### **FISCAL IMPACT/FINANCING**

There will be no impact to the County General Fund.

Public Works has negotiated a not-to-exceed fee of \$2,500,000 with each consultant for a total not-to-exceed amount of \$17,500,000, which represents the estimated cost to provide services over the 5-year period. The term of each agreement shall commence upon the date of the full execution of that agreement. It is expected that the initial 3-year term will start during Fiscal Year 2016-17 and conclude in Fiscal Year 2019-20. The two 1-year options, if exercised, would be operative during Fiscal Years 2020-21 and 2021-22, inclusive.

Funds will be encumbered in various Public Works-administered funds and at the time a consultant is directed to provide services. Total expenditures for this service will not exceed the amount approved by the Board. Funding for the services is included in various Public Works funds in Fiscal Year 2016-17 budgets. Funds to finance the remainder of the agreement term and optional years will be requested through the annual budget process.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The environmental firms will perform environmental compliance services to support delivery of Public Works' construction and maintenance projects. Public Works regularly requires the services of environmental firms to perform certain functions and studies associated with obtaining environmental clearance and permitting. These consultant services agreements will provide Public Works with the needed resources and expertise.

The proposals for the recommended consultants were solicited on an open competitive basis and are in accordance with applicable Federal, State, and County requirements. The consultants are in compliance with the Chief Executive Officer's and the Board's requirements.

A standard consultant services agreement, in the form previously approved by County Counsel, will be used. The consultant services agreements will contain terms and conditions in compliance with the Board's ordinances, policies, and programs.

The enclosed spreadsheet reflects the consultants' minority participation. The consultants were selected upon final analysis and consideration without regard to race, creed, gender, or color. Community Business Enterprise participation data required certification forms and the 3-year contracted histories with the County are on file with Public Works for the seven consultants.

The consultant services agreements include a cost-of-living adjustment provision in accordance with the Board policy that was approved on January 29, 2002.

### **ENVIRONMENTAL DOCUMENTATION**

The recommended actions are not a project pursuant to the California Environmental Quality Act (CEQA) because they are activities that are excluded from the definition of a project by Section 15378(b) of the CEQA Guidelines. The proposed action, to establish as-needed consultant services agreements for anticipated future projects, is an administrative activity of government that will not result in direct or indirect changes to the environment. We will return to the Board as necessary for consideration of appropriate environmental documentation pursuant to CEQA prior to any commencement of any activities under the agreements that may constitute a project.

## **CONTRACTING PROCESS**

On July 23, 2015, Public Works issued a Request for Proposals (RFPs) for the as-needed environmental compliance services for Public Works projects. The RFP was advertised on the County's Doing Business with Us and Public Works Contract Opportunities websites. Thirty-four firms registered on Public Works Contract Opportunities website for this RFP. A total of 16 proposals were received. For the business-sized enterprise category, there were three proposals for the small-sized, five proposals for the medium-sized, and eight proposals for the large-sized.

An evaluation committee composed of staff from Public Works evaluated the proposals based on criteria described in the RFP, including technical expertise, proposed work plan, experience, personnel qualifications, and understanding of the work requirements. The evaluations were completed without regard to race, creed, color, or gender and in accordance with the informed averaging methodology. Based on the evaluation of the proposals and oral interviews, the following firms were selected: small-sized category – Ericsson-Grant, Inc.; Impact Sciences, Inc.; and Sirius Environmental; medium-sized category – Aspen Environmental Group; ESA PCR, a wholly owned subsidiary of Environmental Science Associates, Inc.; and UltraSystems Environmental, Inc.; and large-sized category – Dudek. The selected firms represent the best qualified firms from each size category to provide the required services. Public Works has determined that the firms proposed rates for performing the services are reasonable.

## **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Execution of these agreements will provide necessary environmental services in an efficient manner, thereby enhancing the delivery of Public Works' construction programs.

## **CONCLUSION**

Please return one adopted copy of this letter to the Department of Public Works, Programs Development Division.

Respectfully submitted,



GAIL FARBER

Director

GF:JTW:yr

Enclosures

c: Chief Executive Office (Rochelle Goff)  
County Counsel (Michael Simon)  
Executive Office

**COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS  
CONTRACTOR'S MINORITY PARTICIPATION FOR AS-NEEDED ENVIRONMENTAL COMPLIANCE SERVICES FOR  
PROGRAMS DEVELOPMENT DIVISION**

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